

BEST PRACTICE CATALOG

Project Title: **SELF-LEARNING MODULES FOR MANDATED AND ELECTIVE TRAINING**

Function Category: ☐ PATIENT-FOCUSED ☒ ORGANIZATION ☐ STRUCTURES

Subcategory: **Management of Human Resources** Heading: **Orientating, Training, and Educating Staff**

Key Word(s): **Competency through Education**

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Hospital: **Patton State Hospital**

Purpose: To provide alternatives to traditional classroom learning for mandated training updates and elective courses. This assists in meeting individual learning needs for students and scheduling needs for supervisors.

Brief Description: Several mandated training update courses are offered in self-learning formats. Each course consists of a training manual and workbook. The courses offered are: Fire, Life and Safety; Patients' Rights; Suicide Precautions; and First Aid. The courses may be completed at the work site or in a learning lab. Staff Development Center instructors staff the learning labs. Staff may come to a learning lab to pick up self-learning modules or complete them in the lab with the assistance of an instructor. Several elective courses are offered in self-learning formats including: Introduction to the Heart; Basic Arrhythmia Interpretation; Cardiac Pharmacology; Cardiac Assessment; A Nurse's Guide to Tube Feedings; Nursing Process Overview; and HIV/AIDS Management for Health Care.

Selection Basis/Criteria:

The following items are available regarding this Best Practice:

☐ Photographs ☒ Video Tape ☐ Drawings ☐ Manual

☐ Other : _____

DATE SUBMITTED: **October 16, 1998**